

**Minutes of the Capital Improvements Planning Committee  
Town of West Tisbury, MA  
January 19, 2007**

Members Present: Hearn, DeVito, Logue, Colaneri, Stone (ex-officio)  
Guests: Chuck Hodgkinson, Space Needs Committee, and Diana Manter, Paths by the Roads Committee

The meeting began at 4:35 p.m. in Town Hall, Kathy Logue presiding and Al DeVito acting as secretary.

The minutes of October 19, 2006, as amended were approved. Kathy to send the minutes for posting on the Town web site.

Diana Manter appeared before the committee in response to the concerns we raised at our last meeting with regards to the Paths Committee requesting funds for a new path at the Special Town Meeting held in November. Our plans had called for an annual appropriation of \$70,000 for the paths with the idea that sufficient funds would be available when the committee began construction of a new path. The committee's request for \$190,000 ran counter to our plan and led to decisions being made without regard to the long term management of the Town's capital. Ms Manter will report back to her committee and discuss our concerns with the members.

Bruce Stone suggested that the Selectmen's policy of placing on the Town Meeting warrant any article suggested by a Town board or committee was not consistent with sound fiscal planning. The committee directed Bruce to write a draft letter to the Selectmen expressing our concerns about this policy and requesting a change in policy such that any proposed warrant article that meets our criteria for a longer term project be vetted with the Capital Improvement Planning Committee. Of course, citizen petitions would be excluded from this policy change. The committee will schedule a meeting with the Selectmen to present a final letter and discuss the implications.

Chuck Hodgkinson expressed a concern that too many Town committees (e.g., CPC, Paths) do not mesh their plans with an overall (but non-existent) Town plan, particularly with regard to capital assets. Chuck proposed that there be a freeze on all non-essential (i.e., those that do not affect health and safety) capital projects for at least one year until a Town plan is developed.

Our experience with the Paths Committee, Bruce's suggestion re the Selectmen's policy, Chuck's concern with the lack of longer term, prioritized planning, our general feeling that the Town is not familiar with our work – all coalesce in a recognition that this committee needs to become better known and that the Town needs to initiate a concerted, long term planning effort. Some ways of elevating our profile that we should pursue are: a more pithy annual report which is also passed out at Town meeting, a televised session(s) discussing the articles to come before a Town Meeting, a web site, a joint meeting with the Finance Committee.

Kathy reviewed the preliminary results of this year's survey of Town departments having capital needs over the next few years. It was suggested that the chart be organized by funding source. Points made by Kathy in reviewing the first draft of our summary chart:

There will be somewhat better cost estimates for projects being investigated by the Space Needs Committee.

Dredging of the Mill Pond needs to be considered.

Tri-Town Ambulance should be asked to allocate for capital replacement purposes a certain percentage of the insurance fees now being received.

The Assessors will need an upgrade to their basic software in FY09. The upgrade will cost \$5,000 - \$10,000. There will also be an upgrade to the GIS software in FY08; the cost is estimated at \$3,000 - \$4,000.

Community Hall can be removed, as Parks & Rec will not be pursuing this soon. They intend to conduct a survey to document the need for such a hall.

The entry for the Paths Committee will have to be reassessed.

Kathy will send us the capital plans of the schools.

Our next meeting is on January 26 at 4:00 p.m. at Town Hall

The meeting adjourned at 5:05pm.

***Approved January 26, 2007.***